



DEPARTMENT OF THE NAVY

NAVAL SPACE COMMAND
FAHLGREN, VIRGINIA 22448-5170

IN REPLY REFER TO

NAVSPACECOMINST 5570.1
JOP
JCT 16 1986

NAVSPACECOM INSTRUCTION 5570.1

Subj: RELEASE OF UNCLASSIFIED TECHNICAL INFORMATION

Ref: (a) OPNAVINST 5510.1G
(b) SECNAVINST 5720.44

Encl: (1) Request for Public Release of Unclassified Technical Information (NAVSPACECOM Form 5570/1)
(2) Categories of Information Which Require Higher Echelon Clearance

1. Purpose. To establish procedures for the review and public release of unclassified technical information to activities outside the Department of Defense by NAVSPACECOM headquarters and subordinate command personnel and contractors.

2. Background. Reference (a) requires that material prepared for public release does not contain classified information or prescribed technical data. Reference (b) specifies that certain categories of information must be cleared at a specified higher echelon prior to release to the public.

3. Information. For purposes of this instruction, unclassified technical information includes the following items intended for release to the public through any media or means.

a. Abstracts, original papers, technical news articles, patent applications, disclosures, speeches, or presentations. Clearance of an abstract does not constitute clearance of the final paper. This includes articles prepared for the command's newsletter, as well as those prepared by contractors which pertain to NAVSPACECOM sponsored contracts or projects. Contract synopses for the Commerce Business Daily and information provided in accordance with the Freedom of Information Act will be reviewed for public release.

b. NAVSPACECOM photographs, films, slides, vugraphs, charts, graphs, drawings, or exhibits relating to work performed by NAVSPACECOM.

c. NAVSPACECOM technical reports.

4. Procedures.

a. Review of material submitted will follow the steps shown at enclosure (1). Authors and all reviewing officials who sign

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enclosure (1) will pay particular attention to the security aspects of the subject matter and, where applicable, to the Military Critical Technology List. Division heads will also determine if the material should be reviewed by a Patent Counsel lining out that block on the form if no patent information is disclosed.

b. Contractor-produced articles will be cleared with the same scrupulous attention to review requirements as specified above.

c. Materials to be forwarded for higher echelon review must be typewritten and submitted in duplicate. At least one photographic print of each illustration or photograph that will accompany the text must be submitted. Normally, higher echelon review requires approximately 30 days due to the large volume of technical information submitted for processing. Authors should consider this when planning to submit a document for release.

d. CNO has directed that personnel attend or present papers only at DoD-approved conferences and symposia. Therefore, all authors must furnish complete information about presentations and meetings in a request for public release.

5. Subordinate Command Release Authority. The public release of information originating at Naval Space Surveillance System, Navy Astronautics Group, Fleet Surveillance Support Command and their field stations and detachments will be affected as follows:

a. Commanding Officers or their designated representatives are authorized to release routine, non-technical information of local interest to media representatives and other members of the public. If a matter is questionable or if there is reason to suspect the subject matter will receive national media attention, NAVSPACECOM's Protocol Officer (OOP) should be contacted immediately.

b. Technical or project information and information of national interest shall be brought to the attention of NAVSPACECOM's Protocol Officer for appropriate coordination prior to release.

c. In the event of a serious accident, incident, or catastrophe, Commanding Officers will provide timely status reports to the Protocol Officer; observe the guidance provided for dealing with media representatives, public officials, and other members of the public; and submit OPREP-3 reports, as required, for such incidents.

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6. Action.

a. Authors shall submit material for public release with at least one copy of enclosure (1) to the next level of review. Security review will be conducted up through and including the division head with the signature and recommendation of each reviewer.

b. Division heads will ensure that all materials submitted for approval and subsequent release have been reviewed by personnel competent to judge the security and technical aspects of the subject matter involved. They are also responsible for assuring that materials for presentation at DoD-approved conferences or symposia have been properly reviewed and released.

c. Protocol Officer will:

(1) Brief and assist all authors who plan to submit material for public release.

(2) Coordinate the staff review of all unclassified technical information submitted for public release.

(3) Coordinate the review of material submitted by contractors.

(4) Act as the releasing official for NAVSPACECOM.

(5) Act as NAVSPACECOM's single point of contact to coordinate higher echelon review of those items that cover topics of national interest or that require security review at a higher level as specified in enclosure (2).

7. Forms. Subordinate commands may reproduce enclosure (1) as necessary. N172 stocks enclosure (1) for use at headquarters.



R. L. PHILLIPS
Deputy

Distribution:
List III
NAVSPASUR
NAVASTROGRU
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REQUEST FOR PUBLIC RELEASE OF
UNCLASSIFIED TECHNICAL INFORMATION
NAVSPACECOM 5570.1 (04-86)

FROM		TO	VIA	DATE
		PROTOCOL OFFICER	REQUIRED APPROVALS	
REF (A) NAVSPACECOMINST 5570.1				
ENCL. (1) TWO COPIES OF MATERIAL FOR PUBLIC RELEASE				
MATERIAL ENTITLED				
AUTHOR'S NAME		ORG CODE	PHONE NO	
PURPOSE OF RELEASE				
<input type="checkbox"/> PRESENTATION <input type="checkbox"/> PUBLICATION <input type="checkbox"/> CONTRACTOR REPORT <input type="checkbox"/> ABSTRACT <input type="checkbox"/> OTHER				
CONTRACT NO	TECHNICAL REPRESENTATIVE		DEADLINE (MAILING)	
MEETING TITLE (IF PRESENTATION, SPEECH OR CONFERENCE PAPER)			DEADLINE (MAILING)	
PLACE OF MEETING			GDD SPONSORED <input type="checkbox"/> YES <input type="checkbox"/> NO	
NAME OF PUBLICATION (MAGAZINE, JOURNAL, NEWSPAPER)			DEADLINE (MAILING)	
I CERTIFY THAT THIS DOCUMENT CONTAINS NO CLASSIFIED INFORMATION.		AUTHOR'S SIGNATURE		
REQUIRED APPROVALS				
SIGNATURE BELOW CERTIFIES THAT THIS MATERIAL HAS BEEN REVIEWED FOR TECHNICAL ACCURACY, CLASSIFIED INFORMATION, SECURITY IMPLICATIONS, PROPRIETARY INFORMATION, AND POLICY GUIDELINES, AND THAT THE SUBJECT MATTER DOES NOT FALL UNDER THE MILITARY CRITICAL TECHNOLOGY LIST				
BRANCH HEAD (REMARKS)				
SIGNATURE	RELEASE RECOMMENDED		DATE	
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
DIVISION HEAD (REMARKS)				
SIGNATURE	RELEASE RECOMMENDED		DATE	
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
PATENT COUNSEL (REMARKS)				
SIGNATURE	RELEASE RECOMMENDED		DATE	
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
SECURITY MANAGER (REMARKS)				
SIGNATURE	RELEASE RECOMMENDED		DATE	
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
PROTOCOL OFFICER				
REMARKS				
SIGNATURE	RELEASE RECOMMENDED		DATE	
	<input type="checkbox"/> YES <input type="checkbox"/> NO			

Enclosure (1)

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CATEGORIES OF INFORMATION WHICH REQUIRE REVIEW
AND CLEARANCE BY CHIEF OF NAVAL OPERATIONS (OP-009P)
PRIOR TO PUBLIC RELEASE

1. SECNAVINST 5720.44 requires that material be forwarded to the Chief of Naval Operations (OP-009P) (Office of the Director of Naval Intelligence) for review and clearance prior to release if it meets any of the following criteria (if in doubt, submit):

a. Information of national interest.

b. Information originated at or proposed for release at the seat of Government.

c. Information concerning high-level military or DOD policy or U.S. Government policy.

d. Concerns the following subject areas:

(1) New weapons or weapons systems or significant modifications or improvements to existing weapons or systems, equipment, and techniques.

(2) Military operations, operations security, potential operations, and significant exercises.

(3) National command authorities and command posts.

(4) Military applications in space, nuclear weapons, including nuclear weapons effects research, chemical warfare, defensive biological and toxin research, and high-energy lasers and particle beam technology.

(5) Material, including that submitted by Defense contractors regarding critical military technology.

(6) Communications security, signals intelligence, and computer security.

e. Information concerning subjects of potential controversy among agencies of the Federal Government.

f. Material concerning significant policy within the purview of other agencies of the Federal Government.

g. Other information specifically requested or designated from time to time by the Chief of Naval Operations or higher authority as requiring clearance.